

**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on 11<sup>th</sup> December 2018**  
**at 7.30pm in the Thorverton Memorial Hall**

**Present:** Cllr N Bright (Chairman), Cllr S Crang (Vice Chairman), Cllr Lane, Cllr Turner, Cllr Spivey, Cllr Sims and Cllr Lawson.

**In attendance:** the Clerk, C/Cllr Squires and 1 member of the public.

Standing Orders suspended.

**Public Open Session:**

One member of the public wished to speak about oversized vehicles continuing to cause damage to his property when using Dark Lane. Access at the Sheep Dip end of the Lane seems to be the biggest problem due misleading signage. A row of bollards along the Lane had recently been demolished by a large vehicle and the resident called for the Parish Council (PC) to support in getting these replaced with the aim of trying to keep larger vehicles away from using the Lane. In answer to a query from Cllr Spivey the resident reported that he believed 99% of vehicles enter the Lane from the Sheep Dip end and so replacement bollards half way along the Lane, at 6'6" apart, would protect his property at the Bullen Street end. Cllr Turner asked as to what it was hoped the PC could do about this being Devon County Council (DCC) Highways matter and the resident responded in that he was looking for PC support and he also called for the PC to replace the demolished bollards. C/Cllr Squires reported that space for vehicle wing mirrors needs to be taken into account and that is why the bollards need to be wider than the stated 6'6" signage adding that she felt the existing signage was adequate at both ends of the Lane.

**External Reports:**

- i) D/Cllr Deed** - a report had been submitted noting the recent death of District Councillor and Silverton Parish Councillor Jenny Roach. Jenny was the inspiration behind the Silverton Room 4 U scheme and as a Trustee of this project D/Cllr Deed would now take on the responsibility for the continuation of work at the Centre. All residents of Thorverton are welcome to use the facilities on offer such as aromatherapy treatments, foot care, massage and psychotherapy. D/Cllr Deed can be contacted on [bdeed@middevon.gov.uk](mailto:bdeed@middevon.gov.uk) for more information.
- ii) C/Cllr Squires** reported on the overspend within Children's Services at DCC due to the demanding needs of 700 children in care and to a high number of disabled children. The spending issue is not helped by the age limit for disabled children transferring into adult services being raised from 18 to 25 with no extra funding being made available. Schools in Devon are receiving under average funding and fairer funding is being sought.
- iii) Police statistics** – the latest figures available cover October a) criminal damage and arson reported at Lynch Close – investigation complete and no suspect identified and b) violence and sexual offences reported at Milford Lane and School Lane – both remain under investigation. It was noted that the latter could relate to 'sexting' (texting).

Standing Orders resumed.

**18/129 Representative reports:**

- i) TMGT** – Cllr Spivey reported that the fallen 300 year old Oak tree, on Church Commissioners land next to the Millennium Field, is being cleared but that the fence between the two parcels of land has yet to be replaced. The field is currently very muddy and users are reminded to take care and to walk on longer grass rather than mown paths.
- ii) Memorial Hall** – no report. **iii) School** – Cllr Lane reported that the Ofsted inspection had taken place and the results were pending. **iv) Focus** – no report. **v) Raddon Hills Group** – Cllr Spivey had nothing to report and it was confirmed that the Minutes had been circulated. The Chairman referred to D/Cllr Deeds comments at the last meeting regarding the Memorial Hall not being open in time for the meeting and refreshments not being available for attendees. Cllr Spivey reported a mix up in communication and that he had not realised that he was responsible, on behalf of the PC, for overseeing the arrangements. Cllr Lane proposed that a note of apology be sent to the Raddon Hills Group which was seconded by Cllr Lawson and RESOLVED. It was RESOLVED that the Hall hire payment for this meeting of £25.00 be paid (Cllrs Bright and Lawson).
- vi) Saturday Market** – Cllr Lawson reported that at the December Market 6 signatures had been collected, regarding interest in the new Cemetery archaeological dig, and that information from a resident on a similar dig had been circulated. The Clerk volunteered to attend the January Market. Cllr Lane proposed that the information on the PC table at future monthly Markets should be updated with a document showing what the PC does and where it spends the Precept. Also a photo of current Parish Councillors, with contact information, should be available and that all documents should be in large print. This was seconded by Cllr Spivey, who volunteered to arrange the photo, and RESOLVED. Cllr Lane was thanked by the Chairman for his work on this topic. Cllr Lane asked for any amendments or feedback on the suggested documentation to be sent to him prior to the next PC meeting.

**18/130 Apologies** for absence: D/Cllr Deed, holiday, Cllr Hodge, work, Cllr Waldron, prior engagement, Cllr Reygate, family matters.

**18/131 Declarations** of Interest: Cllr Sims – Speedwatch - personal interest due to being a member of the group. Cllr Lawson – planning in Jericho Street - pecuniary interest due to being the Agent for this application.

**18/132 Confirmation of Minutes** of the meeting of Tuesday 13<sup>th</sup> November 2018: it was RESOLVED that the Minutes be signed as a correct record (Cllrs Turner and Sims).

**18/133 Highways:**

**a) Lamp post cobble work** – the Contractors had accepted responsibility for the unacceptable cobble work around the bases of the new lamp posts in the village and had contacted the Clerk to ask whether any local cobbles were available for the replacement works. Cllr Lawson and a member of the public volunteered to supply cobbles.

**b) Hulk Lane dedication of Public Bridleway** – no response received to date.

**c) School Lane/Bullen Street junction safety** – no response had been received to date. Cllr Sims reported that the bollard at this junction is again loose as is the bollard at the top of Dark Lane. Cllr Turner volunteered to report these.

**d) Raddon sign post quote** – no response received to date.

**e) Clearing of the brook at Stonebridge** – DCC had agreed to pay for the stream to be dredged, this time only, and asked for a quote to be obtained which the Clerk would action. Cllr Crang volunteered to meet with the Contractor.

**f) Clearing of the leat near Hazel Cottage, Raddon** – the resident had reported that the leat was now clear in this area but was blocked elsewhere. She had been advised to contact her neighbours to discuss the clearing of the leat on private land as the PC had no power to act on this matter.

**g) Upgrading of the footpath between Dark Lane and Lynch Road** – Cllr Spivey reported that DCC had contacted him to suggest that it carries out a free upgrade on this PC owned footpath. Cllr Bright proposed that this offer be taken up which was seconded by Cllr Lawson and RESOLVED. Cllr Spivey would confirm this to DCC.

**h) Village site meeting C/Cllr Squires, DCC Highways, Cllr Waldron** – it was reported that the verge in School Lane would be investigated further and only dug back to the original road line. The amendments to the zig zag lines would then take place. The pipe underneath the School Lane end of the footpath leading from The Glebe had been placed on the DCC Highways 'to replace' list as it was blocked and causing water to pool. Cllr Squires reported that the width signage in Dark Lane is deemed to be sufficient and is also lit. Cllr Bright suggested that kerb stones at the narrow part of the Lane could be effective and could solve the problems discussed in the Open Session. Cllr Crang mentioned that access for emergency vehicles and machinery, in connection with the new Cemetery, should be considered. Cllr Bright reminded all present that these matters are the responsibility of DCC Highways and requested that C/Cllr Squires keeps up the focus on behalf of the PC. Cllr Lane asked whether the Lane could be mapped as unsuitable for large vehicles for Sat Nav users but this did not seem possible. C/Cllr Squires agreed to ask DCC Highways whether kerb stones would be a possibility. The Clerk was asked to copy in C/Cllr Squires to any correspondence to Steve Tucker, DCC Highways, on the above matters.

**18/134 Devon Air Ambulance Trust:** the Chairman reported grant funding of £1,459.00 had been secured from MDDC and that funds had been pledged from Rude Awakening being the band who played at the recent Holly Ball. With the funding already secured from C/Cllr Squires the project shortfall was now approximately £500 which would hopefully be raised at the Stay Lucky event on 2<sup>nd</sup> March 2019. A poster for this event had been created by a resident and it was RESOLVED that, after minor amendments, it should be adopted (Cllrs Bright and Spivey). Cllr Lawson confirmed that she and the Clerk would submit the planning application for the lighting mast in the New Year.

**18/135 New Cemetery:**

**i) HLF funding application form** – the application is nearing completion and the working group would meet prior to the January PC meeting to finalise the document in order for it to be presented to Council in the New Year.

**ii) Funding and Costings** – a document indicating approximate costings for the new Cemetery had been created by the working group. On the matter of putting forward funding towards the archaeological dig, as required by HLF, Cllr Crang proposed that £5,000 be considered. After further discussion Cllr Spivey proposed £1,000 be put forward which was seconded by Cllr Lawson and RESOLVED (6 for and 1 against).

**iii) Archaeological Dig poster** – a poster had been created by the working group and it was RESOLVED to adopt this and for it to be displayed around the village and on the notice boards and website (Cllrs Bright and Crang).

**iv) What next?** It was agreed that the next steps would be for the HLF application form to be finalised, agreed by the PC, and submitted.

Cllr Spivey enquired as to 1) whether a business plan had been completed, regarding ongoing costs for the new Cemetery, to which the Chairman responded that a plan had not yet been prepared as this would be done when a more accurate picture of the finances involved were known 2) whether the existing Graveyard would still accept ashes and plaques when closed to which the Chairman responded that it would.

### 18/136 S106 Court Barton funding:

**a) Sheep Dip** – Cllrs Lawson and Waldron had met with a resident who had volunteered to act on behalf of the PC, as a professional Consultant, in relation to the interest in the Sheep Dip. He would conduct himself without prejudice to represent the PC and be in direct contact with the Church Commissioners (CC) should the PC wish this. After discussion the Chairman confirmed to Council that the PC had already resolved to open negotiations with the CC regarding the purchase of the site with the offer of a token sum. Cllr Lawson agreed to ask the resident whether he would be prepared to negotiate a purchase with the CC on behalf of the PC and to clarify any requirements and costs. The matter would be further discussed at the January meeting.

**b) Silver Street/Millennium Green** – the possibility of a strip of land leading from Silver Street to the Millennium Field had been investigated and it was RESOLVED that the Clerk should continue investigations with the Court Barton Management Company (Cllrs Bright and Crang).

**c) Public Feedback** – public feedback from the May meeting, regarding ideas for the spending of the S106 funding, had been circulated and was reviewed. Council was reminded that all items listed referring to the Recreation Ground would be considered under S106 funding due from the proposed Broadlands development. It was agreed to continue working through the list of ideas but that due to failing to secure land to purchase a lot of the bigger projects, such as a skate park and tennis court, would not be possible at this time. The Clerk was asked to publicise the S106 suggestions submitted by the public which would appear, in no particular order, on the website and notice boards.

**d) Leigh Gardens** – Cllr Sims suggested that a shelter could be appropriate and useful on this underused site and provided ideas for review with structures ranging from £3,000 to £5,000. A shelter could act as a focal point for the village, a bus shelter and/or youth shelter, and a place for walkers and residents to meet. It was agreed to postpone this item until further notice.

### 18/137 Recreation Ground:

**a) Gym Equipment** – Cllr Sims confirmed that the Body Twister and Hand Wheel parts had now been replaced.

**b) New Mower** – the Football Club had suggested that the Devon FA may offer support, regarding new mower funding, and it was agreed that the Clerk would investigate this matter together with the Masons and Kings website.

**c) New strimmer** – it was noted that the new strimmer had arrived and that the existing strimmer would be serviced and handed over to the Football Club, as per the Agreement, for Rec use.

### 18/138 Finance:

- 1) **The bank balance** was noted as being £54,983.37 on 01/12/2018 prior to deduction of earmarked and ring-fenced funding.
- 2) **Royal British Legion donation** - due to the Wreath being given to the PC by the RBL a donation of £20 was RESOLVED (Cllrs Bright and Turner).
- 3) **Internal Auditor** – after discussion it was RESOLVED to contract qualified Clerk, Jane Hole, to cover the April 2019 Internal Audit at a cost of £100 (Cllrs Bright and Lawson).
- 4) It was RESOLVED to make the following payments (Cllrs Bright and Turner):

	Clerk salary	December pay gross £474.72 Including £116.43 overtime Less tax due £ 34.80 Net payment = £439.92	£439.92
	HMRC	Tax due Clerk	£ 34.80
	Clerk expenses	Stationery	£ 41.99 (VAT n/a)
	Lexis Nexis Publishers	Charles Arnold Baker 11th Edition £103.99 plus p&p	£110.99 (VAT n/a)
	GX Accountancy	Payroll quarter ending 05/01/2019	£ 18.75 (VAT n/a)
	A Marshall (strimmer)	Reimbursement	£399.00 (VAT incl)
	D Waldron (xmas trees)	Reimbursement	£ 80.00 (VAT n/a)
	Memorial Hall	Raddon Hills Group meeting hall hire	£ 25.00 (VAT n/a)
	Thorverton PCC	Grant Funding (agreed Nov 2018)	£750.00 (paid)
	Citizens Advice	Grant Funding (agreed Nov 2018)	£200.00 (paid)

- 5) Banked Receipts for November were noted as being: £1000.00 C/Cllr Squires – DAAT project.

**18/139 Speedwatch:** Cllr Sims declared a personal interest. He enquired as to whether the PC would support the meeting on 30<sup>th</sup> January 2019, to mark the first anniversary of Speedwatch, by attending and paying the hall hire fees of approximately £25. This would be an open public meeting with the Police also in attendance. It was RESOLVED that the payment be covered (Cllrs Crang and Bright).

**18/140 Planning Applications:**

i) 18/01904/FULL Cllr Lawson declared a pecuniary interest and left the room. Erection of a dwelling and associated parking at land off Jericho Street, Thorverton. After consideration it was RESOLVED to submit a comment of 'the PC notes the comments of the Planning Inspector and DCC Highways and would make no further comment on the assumption that the plans meet the Conservation Officers requirements' (Cllrs Crang and Bright). Cllr Lawson re-joined the meeting.

**Planning Decisions:**

- i) 18/01635/FULL re-instatement of part of existing stone wall at Dark Lane, Thorverton. Granted. Noted.
- ii) 18/01554/PNHH approval of prior approval for building works at 35 Silver Street, Thorverton. Approved. Noted.

**18/141 PART 2:** it was RESOLVED that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information (Cllrs Bright and Turner).

**a) Precept/spending** – an e-mail and report from a member of the public was considered and a response was RESOLVED (Cllrs Spivey and Lane).

**b) Dark Lane Wall** – the planning permission for the rebuilding of the wall had been granted. After discussion it was RESOLVED that a meeting should take place between the MDDC Conservation Officer, the working group and the D/Cllr to discuss further the requirements of the rebuilding of the wall (Cllrs Bright and Spivey).

**18/142 South West Water – Installation of Event Date Monitoring** (Quarry Car Park): it was noted that the SWW works are due to take place between 18<sup>th</sup> and 22<sup>nd</sup> February 2019 when a diversion for vehicles would apply to the top of Bullen Street. A £25 Wayleave payment had been agreed regarding the cable installation by Openreach. After discussion regarding the gaining of compensation from SWW it was RESOLVED that a professionally qualified local resident should be consulted with the view to him acting on behalf of the PC on this matter (Cllrs Crang and Bright).

**18/143 Communications Policy:** Cllr Lane had met with the Clerk and Cllr Crang and a flowchart had been created with the aim of simplifying the recently adopted communications process. It was agreed to use the flowchart for two months prior to an update to Council when amendments to the adopted policy may be considered appropriate.

**18/144 Communications:**

- a) **Road Traffic Notice** – Milford Lane, no through traffic, 5 – 18<sup>th</sup> December 2018. Noted.
- b) **Citizens Advice** – Thank You letter regarding recent grant funding. Noted.
- c) **Road Traffic Notice** – Bullen Street 18 – 22 February 2019. Noted.

**18/145 Court Barton Deed of Variation:** no update had been received from either MDDC or DCH.

**18/146 Business at the Chairman's discretion:** nothing raised.

**18/147 The next Parish Council Meeting:** 8<sup>th</sup> January 2019 at 7.30pm in the Thorverton Memorial Hall.

Due to time restraints it was agreed by all present to postpone the following items until the January meeting:

**Welcome Pack** – update.

**Assets of Community Value** – report from Cllr Lane.

**Christmas trees** – update.

The meeting closed at 21.47

Chairman ..... Date 08.01.2019